

CAI SG 61

-71 C15

RCMP

CAREER OPPORTUNITIES

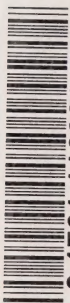
for

UNIVERSITY GRADUATES

Canada

with the

Royal Canadian Mounted Police



3 1761 11638605 3



**DEGREES IN: BUSINESS ADMINISTRATION,
ARTS, SCIENCE, COMMERCE
AND LAW.**



Digitized by the Internet Archive
in 2023 with funding from
University of Toronto

**THE
ROYAL
CANADIAN
MOUNTED
POLICE**

This booklet has been prepared to introduce the University Graduate to the Royal Canadian Mounted Police and to inform him of what the Force has to offer those holding University Degrees in the various disciplines we require. There are positions in the specialized fields set out in this booklet which offer excellent opportunities and a challenging and rewarding career to candidates who possess the required qualifications.

INDEX

| | | |
|-----|--------------------------------------|----|
| I | Preface | 3 |
| II | Degrees and Duties | 4 |
| III | Specialized Duties | |
| | Crime Detection Laboratory | 5 |
| | Financial Services and Supply | 6 |
| | Security and Intelligence | 6 |
| | Staffing Branch..... | 7 |
| | Training & Development Branch..... | 7 |
| | Commercial Fraud Section | 8 |
| | Legal Branch | 9 |
| | Canadian Police Information Centre.. | 9 |
| IV | General Information | |
| | Engagement as "Regular Member" .. | 11 |
| | Salary | 11 |
| | Basic Qualifications | 11 |
| | Term of Enlistment | 12 |
| | Marital Status | 12 |
| | Training | 12 |
| | Medical Benefits | 13 |
| | Pension | 13 |
| | Leave | 13 |
| | Insurance Plan | 13 |
| | Engagement as "Civilian Member" .. | 13 |
| V | Additional Information | 15 |

PREFACE

The Royal Canadian Mounted Police of today is a modern and progressive organization which has kept pace with the more sophisticated methods of crime now encountered. The Computer is utilized to record certain administrative information and other data related to active police work to enable the procurement of important information in a matter of seconds. Scientific methods, research, chemistry and advanced business techniques are used as aids to investigation and the Force realizes the need to engage well qualified young men for eventual employment in the specialist area of policing.

The Royal Canadian Mounted Police is a Federal Police Force and as such it enforces most federal statutes throughout Canada and renders frequent assistance to and on behalf of various departments of the Canadian government. The Force has agreements with all provinces except Ontario and Quebec to undertake duties usually performed by a provincial police body. In these provinces the Force is also responsible for the enforcement of the Criminal Code and Provincial Statutes. In addition many cities, towns and municipalities have an agreement with the Force for the policing of their areas. Members stationed at these points enforce the various local by-laws as well as the Provincial Statutes.

As in the case of all large and modern organizations there are numerous specialist fields related to both the investigational and administrative phases of police functions requiring the knowledge and experience of specially selected members.

DEGREES AND DUTIES

The degrees and disciplines required by the Force and the type of duty which could eventually be performed in each case is set out below and explained in detail in the following pages.

| | | |
|---------------|------------------------|--|
| Ph.D. | | Crime Detection Laboratories |
| M.Sc. | | |
| M.Crim. | — Criminology | — Training and Development |
| L.L.B. | | Legal Branch |
| | | Commercial Fraud Section |
| B.C.L. | | Legal Branch |
| B.Eng. | — Mechanical | — Crime Detection Laboratories |
| | — Radio | — Telecommunications Branch |
| | — Electrical | — Canadian Police Information Centre |
| B.Comm. | — Accounting & Finance | — Commercial Fraud Section |
| | — Statistics | — Financial Services |
| B.Sc. | — Pass & Honours | — Crime Detection Laboratories |
| | — Computer Science | — Canadian Police Information Centre |
| | — Mathematics | — Canadian Police Information Centre |
| B.Bus. Admin. | | Commercial Fraud Section and Administration |
| B.A. (Sc.) | — Pass & Honours | — Crime Detection Laboratories |
| B.A. | — Psychology or | — Crime Detection Laboratories Staffing Branch |
| | | Training and Development Branch |
| | | Security and Intelligence |
| | — Economics | — Commercial Fraud Section |
| | | Financial Services |
| | — History | — Security and Intelligence |
| | — Mathematics | — Canadian Police Information Centre |
| | — Political Science | — Security and Intelligence |
| | — English | — Security and Intelligence |
| | — French | — Security and Intelligence |
| | — Public Admin. | — Administration |

SPECIALIZED DUTIES

Crime Detection Laboratories

The Laboratories employ Scientists at various levels of academic training and experience. For some sections of the Laboratories, such as Toxicology and Chemistry, members should possess, as a minimum, a degree at the Honours Bachelor level in fields such as Chemistry, Biochemistry, Pharmacology, Engineering, etc., or, a combination of Pass Bachelor degrees with majors in these fields. For other sections of the Laboratories, such as Serology, Questioned Documents, Firearms and Hair and Fibres, a minimum level of a Pass Bachelor degree with majors in the sciences, arts or commerce is desirable. Positions requiring post-graduate degrees at the Master and Doctorate levels are included in the organization of the Laboratories.

The Laboratories also employ Technicians who possess diplomas from recognized Institutes of Technology (e.g. a Provincial Institute of Technology), or, certification as a Registered Medical or Laboratory Technologist (e.g. R.T. with Canadian Society of Laboratory Technologists). Some Scientists of the Laboratories possess both a B.Sc. degree and R.T. Certification which combination is particularly desirable for employment in the Serology sections.

Duties of Scientists and Technicians employed in the Laboratories includes the examination of a wide variety of exhibit material involved in criminal or suspected criminal offences. Scientists attend court as "Expert" witnesses to testify as to their findings. This involves quite extensive travelling at times. Candidates without previous forensic experience are given training in the R.C.M.P. Laboratories before qualifying as specialists and testifying before the Courts. Opportunities are also available for laboratory personnel

to attend scientific conferences, take specialized training courses, etc. Persons employed on these duties should have no aversion to air travel as this is frequently involved.

Financial Services & Supply

Approximately 100 Regular Members of the Force possessing a variety of backgrounds are employed at Headquarters, Ottawa and in field Divisions on financial administrative work.

The work performed in these sections involves:

- (a) the preparation of Departmental Program Review (5 year Forecasts) and Main Estimates Submissions.
- (b) the preparation of monthly forecasts of expenditures.
- (c) the allocation of funds within Departmental priorities.
- (d) the preparation of revenue flow forecasts essential for net voting procedures.
- (e) an audit function to ensure Departmental policies are pursued.
- (f) the processing of all financial transactions in the R.C.M.P.
- (g) various other duties of a financial nature.

In view of these responsibilities, training in the financial field with emphasis on Accounting, Government Finance or Statistics is desirable.

Security and Intelligence

This Directorate is responsible for the internal security of Canada and has a requirement for members who have graduated in the Liberal Arts with a major in Political Science, History, Sociology, Psychology, English or French.

University graduates are employed in an investigative or research capacity in keeping with their specialized qualifications and training. They conduct analytical studies and assist in the preparation of various research papers.

Staffing Branch

Members holding an Arts degree, preferably with a major in Psychology or Sociology, could be considered for employment in the Staffing Branch after first obtaining a well rounded background in the general police field.

Initial duties in the Staffing Branch would consist of:

- (a) processing applications from candidates seeking engagement in the Force, and
- (b) making recommendations relative to the selection and placement of serving members in the various duty areas of the Royal Canadian Mounted Police.

After this basic grounding in our Personnel operation, members could be employed

- (a) interviewing applicants for the Force to determine their suitability, or
- (b) carrying out research relative to the Personnel operation of the Royal Canadian Mounted Police. This would include developing and where necessary, revising our appraisal system, aptitude tests, attitude tests, our manpower development system including career models which cover every phase of the Force's operation, and reviewing current personnel practices in government and industry for possible implementation in the Force.

Training and Development Branch

Members with a degree in the liberal arts, preferably with a Psychology, Sociology or Education major, and a good grounding in operational duties would be well suited for positions in the Training & Development Branch. An analytical mind, sound ideas and an ability to express them clearly are qualities which will stand aspirants in good stead.

The Training & Development Branch employs a systems approach to training. Duties include, conducting research to establish clearly defined training

research to establish clearly defined training needs, to develop meaningful course content and to keep current on the best techniques and aids for effective presentation. An ability to write clearly and concisely is an asset, particularly in the task of preparing training objectives. On the basis of identified needs, members are expected to design, monitor and administer courses of instruction and to evaluate the results of training. In addition, members of the branch should be prepared to conduct field studies, to lecture in areas of their specialization and to serve on committees as required.

Commercial Fraud Sections

Members possessing various levels of academic training and practical experience are employed on our Commercial Fraud Sections in Vancouver, Edmonton, Calgary, Regina, Winnipeg, Toronto, Ottawa, Montreal and Halifax whose total strength is approximately sixty (60) members. We prefer to staff these sections with members who have practical police investigative experience coupled with academic training consisting of degrees from recognized universities in the Faculties of Law, Commerce (majors in accounting or finance), Business Administration or Professional degrees from the Accounting Institutes. In addition, members holding Arts degrees with a major in Economics are considered.

The duties of these members include investigation of: fraudulent bankruptcies; fraudulent securities promotions and schemes; fraudulent income tax returns; violations of corporate and securities laws; misappropriations of public and corporate funds; offences involving Combines legislation; consumer affairs, and other federal statutes dealing with financial crimes. Investigators must gather evidence, examine witnesses and suspects, compile briefs and reports, recommend courses of action, and assist in the presentation of evi-

dence and prosecution of offenders before the criminal courts. The investigator must acquire a thorough knowledge of business practices, accounting procedures, financial institutions, corporate law, commercial law, the laws of evidence and criminal procedure as well as effective investigative methods. In view of the centralized locations of these specialized squads and the nature of the world's business community, a great deal of travel is involved not only provincially and nationally but occasionally to foreign countries.

Legal Branch

This branch employs members who have graduated in the faculties in Common or Civil Law, but who may not necessarily have obtained their Articles.

These members carry out internal duties involving operational and administrative matters. Typical duties include: conducting research into legal problems and submitting reasoned opinions; interpreting statutes, contracts, leases, etc.; processing and channelling civil claims to the Department of Justice; writing selected articles for publication; advising on disciplinary matters; accompanying and assisting in both criminal and security investigations; participating as instructors in "in-service" training programs; reviewing complaint cases and offering opinions on the legal problems arising therefrom.

Canadian Police Information Centre

The C.P.I.C. is a relatively new component of the R.C.M.P. Its aim is to provide instantaneous information to all law enforcement agencies in Canada, as well as supplying a data processing service to all parts of the R.C.M.P. This large information system will consist of duplexed high capacity computers and peripheral equipment employing the most advanced technology in the computing field.

Following the early development effort, and acquisition of equipment, the first group of remote-access files will be implemented. Later phases will include additional remote-access files and scheduled production applications, creating a complete information system.

The Centre is permanently located at R.C.M.P. Headquarters in Ottawa, employing both uniformed and civilian members. Their duties include systems analysis and design, software development, data transmission, file organization, simulation of systems, and application programming.

We know this project offers a compelling challenge to data processing professionals because some of them have become part of the C.P.I.C. As we grow, university graduates with a Bachelor's Degree in Computer Science, Mathematics or Electrical Engineering will be required. They will work with competent leaders in developing our system, and gain invaluable experience in pioneering new methods and techniques in the emerging field of information systems.

GENERAL INFORMATION

There are two categories under which engagement could be effected: "Regular" or "Civilian" member and the conditions relating to these categories are outlined below:

REGULAR MEMBER

Salary

University graduates possessing one or more recognized degrees required by the Force (Page 4) and provided they are acceptable in all other respects would engage in the rank of First Class Constable (2nd year) with a starting salary of \$8,950 per annum. There are three annual salary increases provided for beyond this level to a maximum of \$10,600 per annum. Promotion to the ranks of Corporal, Sergeant, Staff-Sergeant, etc. depend on satisfactory service having been rendered, experience, performance and other factors to be expected. It is significant to note that the salary and rank being offered a university graduate upon engagement would not be attained under normal circumstances until a member was entering his fourth year of service.

Basic Qualifications

All applicants for the Force must meet the following basic qualifications:

- (a) Single.
- (b) British Subject or Canadian citizen resident in Canada.
- (c) From 18 to 29 years of age inclusive.
- (d) Height not less than 5'8" and not more than 6'5" in bare feet.
- (e) Maximum weight allowances
 - 5'8" to 5'10" — 185 lbs.
 - over 5'10" to 6' — 200 lbs.
 - over 6' to 6'5" — 210 lbs.
- (f) Chest measurement at full inspiration and expiration must total 70" with a minimum expansion of 2".

- (g) Physically fit with good muscular development.
- (h) Prior to engagement must be in possession of a valid motor vehicle operator's licence for the current year.
- (i) Must be of exemplary character.
- (j) Speak, read and write either the English or French language.

Term of Enlistment

The initial period of engagement is for five years the first year of which is probationary. Upon completion of the first term of service a member may re-enlist for a further period of from one to five years at a time with the approval of the Commissioner.

Marital Status

Although members are required to be single at the time of engagement as indicated under basic qualifications, they may apply for permission to marry after they have served for 2 years providing they are 21 years of age.

Training

All recruits engaged by the R.C.M.P. are required to undergo 6 months of concentrated academic and rigorous physical training at the Force's Training Centre which is located at Regina, Saskatchewan. A charge of \$2 per day for meals and quarters is made by way of salary deduction during this training period. Upon graduation from recruit training the university graduate will be posted to the field with all other recruits wherever there may be a requirement in Canada and will continue his training on the job in the general police field under the supervision of experienced members. When he is considered to have attained sufficient experience and knowledge of all field duties he will be considered for a further posting which will channel him into the specialist field

where his qualifications can be used to best advantage.

Medical Benefits

All "Regular" members of the Force are provided full hospital, medical and dental coverage at government expense.

Pension

The R.C.M.P. Superannuation Act provides for a pension based on years of service. This is a contribution scheme whereby 7% of a member's salary is deducted from his pay. Maximum pension benefits are attained upon the completion of 35 years service although it is possible to proceed to pension as early as the 20th completed year. This pension scheme provides benefits for the widow and dependants of those who die either during service or after proceeding to pension depending upon the length of service involved.

Leave

Members with less than 10 years service are granted 21 days annual leave upon completing their first year of service. Those who have in excess of 10 years service are granted 28 days annual leave.

Insurance Plan

Group Life Insurance is available to members of the Force at the very nominal rate of 25¢ per \$1,000. Single members are covered to the extent of \$10,000 while the coverage for married members is \$30,000.

CIVILIAN MEMBERS

There are limited openings for Civilian Members in our Crime Detection Laboratories (Sackville, N.B., Ottawa, Ontario, Regina, Sask., Edmonton, Alta., and Vancouver, B.C.) and the Canadian Police Information Centre (Ottawa, Ont.).

Individuals for the Crime Detection Laboratories and Canadian Police Information Centre are frequently engaged as Civilian Members of the R.C.M. Police and paid at a rate commensurate with their qualifications.

Positions are graded and salaries established on the basis of certain factors such as the academic qualifications (Bachelor, Master or Doctorate degrees) and experience required by the incumbent of the position. Salary increments are provided within the various grades and there are opportunities for eventual promotion to higher grades.

Civilian Members are initially engaged for a period of at least two years and re-engagement may be for periods up to and including 5 years. They do not wear the uniform of the Force and do not undergo recruit training or perform general police duties since they are engaged to conduct specific duties in accordance with their individual qualifications.

Civilian Members are not entitled to hospital, medical and dental treatment at public expense. They are, however, considered for engagement whether married or single, male or female. The age bracket for this category extends from 19 to 49 years of age, inclusive.

ADDITIONAL INFORMATION

If additional information is required please contact:

The Commissioner,
Royal Canadian Mounted Police,
Ottawa 7, Ontario.

or

The Personnel Officer,
Royal Canadian Mounted Police
at any of the following locations:

Victoria, B.C.

Edmonton, Alta.

Regina, Sask.

Winnipeg, Man.

Toronto, Ont.

Ottawa, Ont.

Montreal, Que.

Fredericton, N.B.

Halifax, N.S.

St. John's, Nfld.

©
INFORMATION CANADA
OTTAWA, 1971
Cat No. JS62-2771

